

NOTICE OF MEETING AND AGENDA
OCTOBER 28, 2020
Indiana Archives and Records Administration
Virtual Meeting – Microsoft Teams

MEETING OF THE OVERSIGHT COMMITTEE ON PUBLIC RECORDS

I. CALL TO ORDER

II. ROLL CALL

III. DATE OF NEXT MEETING (November 18, 2020 – 10A.M. Location-TBD)

IV. DIRECTOR’S REPORT – Chandler Lighty

V. NEW BUSINESS

1. **Proposed Fee Schedule change – ISML** (no proposed changes to the Archives fee schedule)
2. **OCPR Policy 02-01** Accession Policy of the Indiana State Archives / Collection Development Policy DRAFT
3. **Election of Officers** (last meeting of the year)

VI. RECORDS RETENTION AND DISPOSITION SCHEDULES (Action Needed)

1. County/Local Records: Assessing Officials
2. County/Local Records: Public Libraries
3. Family and Social Services Administration/Medicaid Policy and Planning
4. Department of Health/Epidemiology Resource Center/Tuberculosis and Refugee Health
5. Department of Health/Soldiers and Sailors Children’s Home
6. Department of Toxicology

VII. OLD BUSINESS

- 60 IAC A** Imaging Standards for Original Records
- 60 IAC B** Management of Electronic Records

Update – 60 IAC 1.1-1-2 Religious Information on Individuals

VIII. MEETING ADJOURNMENT